



COLLEGE of OCCUPATIONAL  
THERAPISTS of NOVA SCOTIA

## Virtual Annual General Meeting Agenda

June 22, 2023

12:00– 1:00 pm

Zoom Webinar

### Voting Attendees

Arlene Allen-McCarthy  
Jonathan Belbin  
Krista Boychuk  
Jillian Burton  
Lisa Chisholm  
Pauline Cousins  
Lacey Cox  
Jen Davis  
Kristy Drake  
Lyndsay Duffin  
Ruth Duggan  
Jennifer Finlayson  
Amanda Fitzpatrick

Annette Fraser  
Sheila Fricker  
Julia Gates  
Kelsey Hunter  
Sarah Keefe  
Cheryl Lake  
Karen Landry  
Cherie Lewis  
Jaclyn MacLeod  
Christine Marchessault  
Maggie McCann  
Erika McFarland  
Saholy Mevamanana

Kathryn Parsons  
Lorian Putnam  
Lisa Rand  
Stephanie Rice  
Shelley Ross  
Lisa Saunders-Green  
Alyssa Sealy  
Sarah Teklet  
Dara Tugwell  
Emily Webber  
Kevin Wong

### Non-Voting Attendees

Jessica Blades (Student)  
Maria Lasheras  
Jenn MacKay-Myra  
Ben Napier  
Tonia O’Rielly  
Nena Snyder  
Phil Veinotte

**1. Call to Order**

The AGM was called to order at 12:02pm by Lisa Saunders-Green, Chair of the Board.

**2. Approval of Agenda**

**Motion:** It was moved by Christine Marchessault and seconded by Jennifer Finlayson that the Agenda be approved as circulated. Motion carried.

**3. Approval of the 2022 AGM Minutes**

**Motion:** It was moved by Jen Davis and seconded by Cheryl Lake that the June 23, 2022 Minutes be approved as circulated. Motion carried.

**4. Auditor's Report – Motion to Receive the Auditor's Report**

- a. The Auditor's report was presented by Ben Napier, CPA, CA and Tonia O'Rielly, CPA, CA from BakerTilly NS.

**Motion:** It was moved by Jennifer Finlayson and seconded by Karen Landry that the Auditors report be approved as circulated. Motion Carried.

Ben Napier and Tonia O'Rielly left the AGM at 12:19pm.

- b. Motion to Appoint the Auditor for 2023-2024

**Motion:** It was moved by Cherie Lewis and seconded by Alyssa Sealy that COTNS accept BakerTilly as the 2023-2024 Auditors. Motion carried.

**5. Annual Report – Motion to Receive the Annual Report**

Kevin Wong, Executive Director/Registrar, reviewed highlights of the annual report and highlighted:

- An overview of registrations over the past year including the College having a peak of 726 registrants and how the registrants are distributed across the province.
- The development of the Continuing Competence program including an overview of where the current program and the next steps. There was a question on the frequency of the development plan from a registrant.
- The new duty to report registrant responsibility and the development of new professional standards.
- A summary of complaints received and complaint outcomes over the past year. a reflection on the increasing severity of complaint outcomes.
- Kevin thanked the College's committees for their work over the past year.

**Motion:** It was moved by Karen Landry and seconded by Emily Webber that the Annual Report was received. Motion carried.

## 6. Call for Nominations for the College Board of Directors

Lisa Saunders-Green shared that there are 2 two-year positions available on the COTNS Board. Kelsey Hunter and Sarah Teklet are ending their 2-year terms creating 2 two-year vacancies. Nominations closed on Wednesday, June 21, 2023, and the Nominations Committee will review the submitted nominations for eligibility. If an election is required, it will be held no earlier than July 31, 2023.

## 7. Registrants' Forum

Kevin announced that the Competencies for Occupational Therapists in Canada is now in effect.

Kevin gave an update on remote practice stating that Nova Scotia has determined that occupational therapy practice occurs in the jurisdiction in which the occupational therapist is licensed.

Kevin gave an overview of the implications of the new Patient Access to Care Act (2023) on the College including removing the required application fee for applicants already registered in another Canadian jurisdiction and future implications for internationally-trained occupational therapists.

Kevin shared general information about the proposed Common Foundations Act that the provincial government planning for all health professions in Nova Scotia. The College will share information as updates on this potential legislation are available.

Kevin spoke to the new Registration Regulations, approved by the government in the past year. This change includes new registrant requirements, an update to the currency hour requirements, title, and a duty to report for registrants which is now a legal obligation.

Questions from the College to registrants:

Q: What is professional misconduct?

A: Professional misconduct is defined in the Registration Regulations as: conduct or acts relevant to the practice of the profession that, having regard to all the circumstances, would reasonably be regarded as disgraceful, dishonourable or unprofessional.

Q: Why is there a fee increase when the College has an annual surplus?

A: The increase in registrants' fees was implemented to meet significant and anticipated program and operational expenses in the upcoming years. The College was fortunate to have long-term contracts which has kept expenses low, but those contracts are coming to an end. Additionally, with the new duty to report there is an expected increase in costs to handle complaints.

Q: Will there be in-person AGMs in the future?

A: The College has maintained virtual AGMs for various reasons, including facilitating participation from registrants located all over the province.

Q: Does the College need to hear about complaints from other professions?

A: No, if you make a complaint to another regulatory organization about someone in another profession, the College does not need to know about the complaint.

## **8. Tentative date for the 2024 Annual General Meeting**

The tentative date for the next AGM is June 20, 2024.

## **9. Adjournment**

The meeting was adjourned at 12:58pm by Lisa Saunders-Green.